



SPAN 1300: Beginning Conversational Spanish I

Course Syllabus: Spring 2021 Face to Face *

"Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed."

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	11:00 - 12:30	11:00 - 12:30	11:00 - 12:30	11:00 - 12:30	By appointment	Phone or email
	1:30 - 3:30	1:30 - 3:30	1:30 - 3:30	1:30 - 3:30		

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: 3 credit hours. Three hours of lecture and guided drill are provided in class each week. Basic practice in comprehension and production of the spoken word. Some work will be required online as homework and practice.

Other Description: Three hours of lecture and guided drill are provided in the classroom and/or online each week. Study material including tutorials, exercises and cultural notes are available via the internet. The course begins a study of Spanish grammar, Hispanic cultures and the background for conversation in a range of social, travel and business situations.

Prerequisite(s): None

Student Learning Outcomes: Upon successful completion of this course, students will be able to:

- Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the present and producing questions and responses on a variety of topics dealing with everyday life.
Evaluated by rubric of a dialog.
- Demonstrate understanding of level-appropriate spoken Spanish. *Evaluated by question and answer item (oral and written) on quiz at mid-semester.*
- Write simple sentences and organize them into short paragraphs. *Evaluated by writing sample on a chosen subject after the mid-semester.*
- Read and comprehend level-appropriate texts. *Evaluated by reading comprehension item on quiz during the final weeks of the semester.*
- Identify and discuss traditions, customs and values of the Hispanic world. *Evaluated by an essay on the final exam at the end of the course.*
- Compare and contrast the traditions, customs, and values of the Hispanic world with characteristics of their own culture. *Evaluated by an essay on the final exam at the end of the course.*

Evaluation/Grading Policy:

You will be evaluated in several ways; participation in class and on the Supersite, dialog presentation with a partner, 4 pop quizzes, a battery of quizzes on each lesson and a personal project on a topic of interest to you related to the study of Hispanic culture, literature, movies, sports, or the Spanish language.

Tests/Exams:

Assessments (tests) will occur at the end of each chapter. As mentioned above, there will be 6 Tests or Quizzes on the Supersite and 6 short Tests in class. We will complete six chapters in this course. Go to the Supersite menu page and click on CONTENT. Then click on ASSESSMENTS. Find the chapter. Do the quiz w h i c h has a due date. Only the Lesson Test will be graded and placed in the Grade Book. Notice that the Vocabulary and Grammar Quizzes are preparation for the Lesson Tests and help you build participation.

MAKE UP of TESTS: No make-up tests will be provided for Supersite Lesson Tests or Pop Tests. In class tests that one misses must be made up. Make arrangements with the instructor for any such make-up quiz.

Final Exam: There is a final lesson examination during finals week covering Lesson 6. There is no traditional comprehensive final exam in this course. The last in-class quiz occurs on the final exam day.

Assignments: Assignments are also organized in the Supersite by date. Please make sure you understand how the Supersite assignments work.

Grades for each category:

Participation /Practice with Supersite	600	
Pop Tests in Class: 4 tests @ 50.....	200	
Completion of Tests in class...(6).....	600	1900 - 2300 = A
Completion of Lesson Tests (6) on Supersite.....	600	1700 - 1899 = B
Personal Project...(100 written/50 oral).....	150	1400 - 1699 = C
Dialog Presentation with partner.....	100	1100 - 1399 = D
Course Evaluation (Send Notice to Professor).....	50	Below 1100 = F

*One extra credit project worth 100 points may replace 100 points.
You will have 2400 point opportunities to amass up to 2300 points.
Speak to the instructor if you are interested.

Required Instructional Materials: Required Textbook(s):

¡Adelante! Uno (3rd Edition) by José A. Blanco with Supersite Code*
*Includes CODE to access the SUPERSITE. (VHLCentral.com)

Yes. Purchase new textbook from the NTCC Bookstore.

Publisher: VISTA Higher Learning

ISBN Number: ISBN-978-1-543319231

Optional Instructional Materials: Spanish/English dictionary of your choice. I recommend a pocket size dictionary for travel but a larger version is handy to have in a study environment.

Minimum Technology Requirements: This is a hybrid course (which meets twice per week) in a foreign language delivered partially in a face2face environment with the homework/lab portion delivered online. You will need dependable internet service to keep up with this course.

Required Computer Literacy Skills: You will need to know how to operate in Blackboard, how to access material on the internet, and send documents and videos to me occasionally through Blackboard.

Course Structure and Overview: The course follows the textbook and the Supersite (VHLCentral.com). The two work together for the homework along with the assessments (quizzes) that are also part of the Supersite. Most of the course work will involve the Supersite. However, some will be delivered via Blackboard. Please get used to dealing with the face2face class component, the Supersite program and Blackboard for this course.

Communications: NTCC uses the college email system as the official form of communication for all matters. When all else fails please turn to your personal email account. You can always communicate with me via jswann@ntcc.edu. My office phone number is on the syllabus. Any calls received there will also send a notice to my email. I will not fail to receive your call. All questions or other needs for information will be answered within 24 hours in most cases. Always within 48 hours. You can use REMIND as well. To join REMIND for this course please text @2fe23d to 81010.

Institutional/Course Policy. This course requires engagement with the material on a constant basis. Even if you have had an introduction to the language the speed of the course may be daunting for some. I urge you to keep up from beginning to the end. There are many assignments and they all have due dates. I cannot accept late work on the quizzes, after Lesson One. It may take a few days to get organized. But, beginning with Lesson Two the Homework, the Grammar and the Lesson Quizzes must be submitted on time.

Withdrawal from the course: If you wish to withdraw from the course, you must do so by April 8, 2021.

Other Course Requirements: Dates are critical in an on-line course. Make sure you keep up with the work. Learning a new language is a cumulative process. Study and practice every day.

Student Responsibilities/Expectations: Be diligent in your daily study time; turn in the vocabulary, grammar, and assignments on time; be very careful about grammar, spelling and written accent marks on the assessments. Complete the videos, personal project, and the course evaluation at the end of the course.

CHEATING, COLLUSION, AND SEEKING HELP

In the on-line portion of this course it is perfectly fine to get help in understanding and completing the ACTIVITIES portions. But, remember that they are there to give YOU practice in vocabulary building, phrasing, cultural understanding, and grammar in preparation for the TESTS. However, on the TESTS (QUIZZES) of all kinds, you must do your own work. It will become very clear that you are using a translation device, some special online program, a native speaker or a very competent friend in completing the assessments. If the instructor suspects collusion he WILL require that you complete all future tests in a proctored environment.

Institutional/Course Policy: Attendance and participation are essential in this course. Work turned in late may bear a penalty. It may not be accepted at all. If you cannot finish the course for any reason it is up to you to withdraw from the course by the published deadline. As to cell phone usage in the classroom, cell phones will not be used and must be turned off during class.

SETTING UP Your Vista Higher Learning ACCOUNT

This class requires technology to access the Supersite. This access allows you to complete and submit assignments and tests; access all media and study tools; receive announcements; and communicate with your instructor. Shop smart: only buy books that include the Supersite code!

The text comes with the Code to access the on-line component of the course, called the Supersite. It will deliver textbook information, videos, exercises, tutorials and assessments for the course. Because the Supersite is an integral part of this course, I can only recommend purchasing a NEW book with the unused code from the NTCC Bookstore. **Without the code for this course, the book is worthless.**

VISTA Higher Learning is located at vhlcentral.com. That is your first stop toward putting in your account code (inside the cover of text) and placing yourself into the appropriate class....the one you registered for (Span 1411 at Northeast Texas Community College). Please read the handout in Blackboard related to the Supersite. Or, go to(http://www.vhlcentral.com/section/248386/student_instructions) to access directions for setting up your VHL account.

The Supersite: The Supersite will include the textbook information, grammar exercises, practice tests, tutorials, a video specific to each Lesson, and the assessments (tests). The Supersite operates outside of Blackboard under the control of the textbook publisher. To work with the practice exercises click on CONTENT at the top of the page. Then click on ACTIVITIES; go to the appropriate Lesson, find the dated exercises, do those and submit them by the due date. This practice will pay off.

Similarly, to take a test, click on ASSESSMENTS on the appropriate menu page under CONTENT, find the correct Lesson, then find the dated test, do it, and submit it. There are 3 levels of testing; 1 Vocabulary Quiz (practice), 4 Grammar Quizzes (super practice) and 1 Comprehensive Test (graded) for each lesson. I will take the grade on the Comprehensive Lesson Test only. The other tests are participation/homework and preparation for the test. I will put one Comprehensive Test grade for each lesson in the Grade Book in Blackboard. You will also have tests in class for a grade, one for each lesson. I will register those grades in Blackboard as well.

PERSONAL PROJECT: Each student will complete a personal project related to the study of the Spanish language and/or cultures approved in advance by the instructor. The project shall include a draft, followed by a final version, of 3 pages minimum, typewritten, double spaced. Identify a person or topic in your local community related to the Spanish language, family or personal history, and tell us about the person or the topic. Examples: The history of an individual-how he/she came to USA and why; a typical family meal or a holiday celebration in the home; the differences the person sees when comparing Hispanic values and general American values; how time and space are valued differently; local issues that impact Latinos; dating rules of Latinos compared to general American rules. Just research your topic and explain what you learned in your OWN words. The topic is due to me by February 15. Do a draft and send it to me by March 15. The final product is due by April 22. You must also make a 5-10 minute oral presentation to the class of the project. You may do those at any time in class before the last class day.

BLACKBOARD: The majority of this course is delivered in class, but additional instruction and help is available on-line through the Supersite. Handouts, the syllabus, and the grade book for the course will be available to you via Blackboard. So, you have three major components for managing this course; the classroom setting with the instructor, the textbook with the on-line Supersite, and the NTCC Blackboard for discussions, weekly planner, handouts, syllabus, and the grade book. Your grades will be posted to the BlackBoard grade book at the end of each lesson.

Use of Accents and Correct Spelling:

The Supersite ACTIVITIES and the ASSESSMENTS require a great deal of precision. The accents must be correct and spelling must be accurate. Rules for capitalization are the same in Spanish and English. Be careful of spelling and accenting in Spanish. Be sure to read my handout on accenting in Blackboard before you attempt any exercises. Accent marks do not exist in the English language, but are very important in terms of correct, traditional, academic Spanish. Note: during the first week we will give you an opportunity to get everything together....to read all the handouts and other documents. I will grade accenting more intently as the course progresses.

Text Messaging Service to Students. You are required to send in a text message from your cell phone, with the code @2fe23d to 81010. This is a tool called REMIND that I use to get information out to students quickly. This will enable you to receive important class announcements and reminders from me via text message so that you will not miss out on any assignment changes or important updates. Please continue to check your NTCC email and Blackboard announcements daily. These text message announcements are sent to the entire class as a group. Any individual messages from me will be sent through NTCC email. Please remember that I will not have your personal telephone number.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC

Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student’s responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children’s educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered “eligible students.” In essence, a parent has no legal right to obtain information concerning the child’s college records without the written consent of the student. In compliance with FERPA, information classified as “directory information” may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student’s name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term): Class Calendar Spanish 1411 Face-to-face

Spring 2021

Weeks begin on Monday	&	end on the next Sunday.
<p>Week 1 First Things: Lesson One</p> <p>Sign in on BlackBoard. Read everything.</p> <p>Purchase Text book. Use CODE to register in Supersite.</p> <p>Read and understand the syllabus. Acknowledge.</p> <p>Lesson 1. Social Language pp. 2-9, pp. 39-40</p> <p>Do the Supersite items with due dates for week.</p> <p>Begin Discussions on Blackboard.</p> <p>We will follow similar study format for each lesson.</p>		<p>Week 2 Begin Lesson One</p> <p>pp. 10-11. Nouns/Articles pp. 12-15. Do Page 41</p> <p>Numbers 0-30. pp. 16-18. Page 42</p> <p>The verb SER (to be) pp. 19-23, pp. 43-44</p> <p>Do all the Supersite items with due dates for week.</p> <p>Take dated Vocabulary Quiz on the Supersite.</p> <p>Grammar Quizzes as they come due on Supersite.</p>
<p>Week 3 Finish Lesson One</p> <p>Review all previous material. ??s: Ask instructor.</p> <p>Practice dated exercises & tutorials on Supersite</p> <p>Grammar Quizzes as they come due on Supersite.</p> <p>Telling time. pp. 24-27. pp. 45-46. Panorama Page 47</p> <p>Recapitulación as a review prior to Lesson Quiz.</p> <p>Lesson One Quiz opens coming Sunday, closes Monday.</p>		<p>Week 4 Lesson Two</p> <p>On Monday take Lesson 1 quiz, Begin Lesson 2</p> <p>Practice dated exercises & tutorials on Supersite</p> <p>Study pp. 60-69. Do exercises pp.97-98.</p> <p>Present tense of -AR verbs, pp 70-74, Exs. 99-100.</p> <p>Grammar Quizzes as they come due on Supersite.</p> <p>Forming Questions, pp. 75-78, Exs. 101-102.</p>

	<p>Take the dated Vocabulary Quiz on the Supersite.</p> <p>Review all material 1st half of Lesson 2.</p>
<p>Week 5</p> <p>Grammar Quizzes as they come due on Supersite.</p> <p>Present tense of ESTAR, pp. 79-82, Exs. pp. 103-104</p> <p>Numbers 31 & higher, pp. 83-85. Exs. 105-106</p> <p>Study pp. 94-96. Do exs. pp. 107-108</p> <p>Recapitulación as a review prior to Lesson Quiz.</p> <p>Review Lesson 2 for Quiz due next Monday.</p>	<p>Week 6 Begin Lesson</p> <p>Lesson 2 Quiz by Monday midnite; Start Lesson 3</p> <p>Study pp. 120-129, Exs. 157-158. Keep up!</p> <p>Descriptive Adjectives, pp 130-134, Exs. pp. 159-160</p> <p>Grammar Quizzes as dated. Vocabulary Quiz dated.</p> <p>Watch Tutorials, video for lesson 3, Vocabulary.</p> <p>Possessive Adjectives, pp. 135-137, Exs. pp. 161-162</p> <p>Keep up. Do work on BlackBoard and Supersite daily.</p>
<p>Week 7 Finish Lesson 3</p> <p>-ER & -IR Verbs, pp. 138-141, Exs. pp. 163-164</p> <p>Verbs TENER and VENIR, pp. 142-145, Exs.pp. 165-166</p> <p>Seek out a study partner, or a personal tutor. Ask instructor.</p> <p>Ecuador, pp. 154-155. Exs. pp, 167-168.</p> <p>Grammar quizzes. Lesson Quiz by Monday midnite.</p> <p>Review all of Lesson 3 in text and on Supersite.</p>	<p>Week 8 Lesson</p> <p>Begin Lesson 4. Study pp. 180-189.Exs. pp. 215-216</p> <p>Present of -IR, pp. 190-192, Exs. pp. 217-218</p> <p>Stem Changing Verbs:e>ie, o>ue, pp. 193-196, Exs 219-220</p> <p>Draft of Personal Project due this week.</p> <p>Vocabulary Quiz due end of week. Grammar Quizzes as due</p> <p>Spring Break is next week. Some Supersite work will be due.</p> <p>Pick up at week 9 after Spring Break</p>
<p>Week 9</p> <p>Spring Break was wonderful! Now, back to Lesson 4.</p> <p>stem-changing verbs: e>i, pp. 197-199, Exs. pp.221-222</p> <p>Mexico, Study pp. 212-214, Exs. pp. 225-226</p> <p>Verbs w/irregular YO forms, pp200-203, Exs. p. 223</p> <p>Complete all Grammar Quizzes with due dates, on time.</p> <p>Improve your Personal Project with original thoughts.</p> <p>Take Lesson 4 Quiz by Monday midnight. Then, Lesson 5.</p> <p>Do Recapitulación as review. It will help immensely.</p>	<p>Week 10</p> <p>Quiz over Lesson 4 by Monday midnight. Begin Lesson 5.</p> <p>Study pp. 240-249. Exs. pp.275-276. Learn new vocabulary.</p> <p>ESTAR with conditions & emotions. pp.250-251. Exs. 277-278</p> <p>The Present Progressive, pp. 252-255, Exs. p.279</p> <p>Study Vocabulary for Quiz at end of week.</p> <p>Work on your Personal Project paper.</p>
<p>Week 11</p> <p>Continue with Lesson 5. Review. Master the vocabulary.</p> <p>SER vs ESTAR: pp. 256-259, Exs. pp.280-281</p> <p>Do the Supersite exercises with due dates, on time.</p> <p>Read pp. 270-274, Exs. 283-284</p> <p>Do the Grammar Quizzes by the due date on Supersite.</p> <p>Review all in Lesson 5. Study the Recapitulación, p.264-</p>	<p>Week 12</p> <p>Continue with Lesson 5.</p> <p>Direct Object Nouns and Pronouns, pp.260-263, Exs. 282</p> <p>Do the Grammar Quizzes as dated on the Supersite.</p> <p>Review Chapter 5. Do the Recapitulación on Supersite.</p> <p>Take Quiz on Lesson 5 by Monday midnight.</p> <p>Final draft of your personal project is due this week.</p>

<p>265.</p> <p>We will finish Lesson 5 next week. We are moving fast.</p>	
<p style="text-align: center;">Week 13</p> <p>Begin Lesson 6. The last one. We are almost done.</p> <p style="padding-left: 40px;">Study pp. 296-305. Exs. pp. 331-332</p> <p>View tutorials and do exercises as dated on Supersite.</p> <p style="padding-left: 40px;">SABER and CONOCER pp. 306-307, Exs. p. 333</p> <p>INDIRECT OBJECT PRONOUNS, pp. 308-311, Exs. 334-335</p> <p>Complete the exercises related to Grammar on Supersite.</p> <p>Do each of the 4 Quizzes related to the Grammar points.</p>	<p style="text-align: center;">Week 14</p> <p>Continue with Lesson 6. Review difficult parts.</p> <p>PRETERITE (Past) tense of regular verbs. pp 312-315</p> <p style="padding-left: 40px;">.Complete the exercises on pages 336-337</p> <p>Complete all dated exercises for the Lesson.</p> <p>Complete each Grammar Quiz as it comes due.</p> <p style="padding-left: 40px;">If you have questions, please ask them.</p> <p>Do the course evaluation; send notice to instructor.</p>
<p style="text-align: center;">Week 15</p> <p>Continue with Lesson 6. Review each portion.</p> <p>Read and study pp. 328-330. Exs. pp.341-342.</p> <p>Demonstrative Adjectives & Nouns,316-319, Exs.338-339</p> <p style="padding-left: 40px;">Review Recapitulaci3n in text, pp. 320-321.</p> <p>Complete Recapitulaci3n on Supersite as review.</p> <p>Complete the Lesson 6 Quiz by Monday midnight.</p>	<p style="text-align: center;">Week 16</p> <p>Lesson 6 Quiz on Supersite by Monday night.</p> <p>In class Quiz for Lesson 6 as scheduled during Final Exam Week.</p> <p>Have you done your personal project presentation?</p> <p>Make sure I have your extra credit information.</p> <p>Do the Course Evaluation. Worth 50 points.</p> <p style="padding-left: 40px;">Have a very pleasant break!</p>
<p style="text-align: center;"><i>Last day to drop with a "W", April 8</i></p>	<p style="text-align: center;"><i>Fall graduation will be held on May 15</i></p>